

# EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

## BOARD MEETING MINUTES

DECEMBER 18, 2012

The Excelsior Springs Parks and Recreation Department Board meeting held December 18, 2012 was called to order at 7:00 p.m. by President Sharon Powell. This meeting was held in the Conference Room at the Hall of Waters.

Roll call was taken with 8 board members present.

**MEMBERS PRESENT:** Sharon Powell, President; Reggie St. John, Vice President; Susan McAuliffe, Secretary; Keith Bowen, Treasurer; Sherri Branson-Hurt; Zac Ganzer; Dennis Lollar; Christy Marker

**MEMBER(S) ABSENT:** Theresa Henson

**COUNCIL LIAISON:** none

**STAFF PRESENT:** Katie Noyd, Director; Janet Morehead, Administrative Assistant - Office

Sharon Powell asked for consideration of the agenda. There were no changes.

Reggie St. John made the motion to approve the minutes of the November 13, 2012 called Parks and Recreation Board meeting as written. Christy Marker seconded the motion, motion passed, 7-0-1. A show of hands vote was taken. Ayes – 7 – Keith Bowen, Zac Ganzer, Dennis Lollar, Christy Marker, Susan McAuliffe, Sharon Powell, Reggie St. John Nays – 0 Abstained – 1 – Sherri Branson-Hurt abstained because she was absent from the November 13, 2012 meeting.

Susan McAuliffe made the motion to approve the minutes of the November 20, 2012 Parks and Recreation Board meeting as written. Sherri Branson-Hurt seconded the motion, motion passed, 8-0. A show of hands vote was taken. Ayes – 8 – Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Dennis Lollar, Christy Marker, Susan McAuliffe, Sharon Powell, Reggie St. John Nays – 0

Katie Noyd noted the e-mail from Steve Marriott, Director of Administrative Services, regarding the financials. Steve had “reversed the original rollforward and rolled account balances again, so the transactions on the statement of cash receipts and disbursements will not make sense – use only the ending balance”. Paperwork and invoices for the August 8 fire should be finalized within a month or two.

After questions were asked and answered, Reggie St. John made the motion to approve the expenditures as received. Susan McAuliffe seconded the motion, motion passed 8 – 0. A show of hands vote was taken. Ayes – 8 – Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Dennis Lollar, Christy Marker, Susan McAuliffe, Sharon Powell, Reggie St. John Nays – 0

## **STAFF REPORT**

Katie Noyd informed the Board that the flagpole lights have been installed at the old fire station and the parks crew has installed safety barrier poles for the lights at the fire station.

The information for the 2013 Parks and Recreation calendar is at the publishers and the calendars should be back to the office within the first couple of weeks of January. The calendars will be taken to the elementary schools within two weeks of the Department receiving them.

Katie let the Board know that at the Friday morning City Council work session Dave Haugland, City Manager, said that in January, he will be asking the Capital Improvements Authority for seed money for the new community center.

After mold remediation at the Jud Palmer Community Center, the mold levels are acceptable and remodeling started in the furnace room, closets, and entry way into the Senior Center.

For the January meeting, Katie will try to bring back information, ball park figures and a priority list for the Jud Palmer Community Center regarding the HVAC, roof, foundation, and retaining wall.

## **COMMITTEE REPORTS**

There were no committee reports but Katie Noyd would like to schedule the following meetings at 6:00 p.m. before the Parks and Recreation Board meetings: January 15, 2013 – Parks; February 19, 2013 – Recreation; and March 19, 2012 – Revenue.

## **OLD BUSINESS**

Katie Noyd shared pictures of the Highway 69 Walk Trail extension with the Board (enclosed). Concrete has been poured, brush has been cleared, and slopes made. Bridge abutments will be poured after the bridge is received. The bridge design has been approved and it is a ten-week build time for the bridge. Things have been going good on the walk trail.

Sharon Powell contacted Katie Noyd about the Parks and Recreation Foundation. Creating a Parks and Recreation Foundation had not been approved by the Parks and Recreation Board and that needs to be done.

Sherri Branson-Hurt made the motion that a Parks and Recreation Foundation be created. Susan McAuliffe seconded the motion, motion passed 8 – 0. A roll call vote was taken. Ayes – 8 – Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Dennis Lollar, Christy Marker, Susan McAuliffe, Sharon Powell, Reggie St. John Nays – 0

Sharon and Katie will be contacting and talking with potential foundation members.

Katie has cleaned up parts of the Excelsior Springs Parks and Recreation Department's policy manual. She would like for the Board to approve the changes. The changes are in the Board packet.

Reggie St. John made the motion that the proposed policy changes be approved. Christy Marker seconded the motion, motion passed, 8 - 0. A show of hands vote was taken. Ayes – 8 – Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Dennis Lollar, Christy Marker, Susan McAuliffe, Sharon Powell, Reggie St. John Nays – 0

## **OPEN DISCUSSION**

Profit/loss reports are in the back of the board packets. They are for youth sports as well as the adult sports.

All the monies that come in for the Shape Up program goes out to the participants in the form of t-shirts for the participants, prizes for the weekly winners and prize for overall winner.

The youth Start Smart program finishes before the regular sport season starts.

Volunteers are utilized as much as possible in the youth sports.

Merry Christmas to all and to all a good night.

Susan McAuliffe made the motion to adjourn the meeting. Sherri Branson-Hurt seconded the motion, motion passed 8 – 0 with a voice vote.

Meeting adjourned at 7:40 p.m.